



## Saint Paul Planning Commission

City Hall Conference Center Room 40  
15 Kellogg Boulevard West

### Agenda

November 18, 2016  
8:30 – 11:00 a.m.

Christopher B. Coleman,  
Mayor

Saint Paul  
Planning Commission

Chair

Barbara A. Wencil

First Vice Chair

Elizabeth Reveal

Second Vice Chair

Paula Merrigan

Secretary

Daniel Ward II

**I. Swearing in of a New Commissioner, Taque Khaled**

**II. Approval of minutes of October 28, 2016**

**III. Chair's Announcements**

**IV. Planning Director's Announcements**

**V. Zoning Committee**

**SITE PLAN REVIEW** – List of current applications. (*Larry Zangs, 651/266-9082*)

**NEW BUSINESS**

#16-091-649 The Lex (976 Concordia) – Change of nonconforming use from private club to restaurant, private club, and meeting space. 976 Concordia Avenue, SE corner at Chatsworth. (*Tony Johnson, 651/266-6620*)

**VI. Neighborhood Planning Committee**

Outdoor Commercial Uses Zoning Study – Approve resolution recommending zoning code amendments to the Mayor and City Council. (*Tony Johnson, 651/266-6620*)

Sign Ordinance Amendment – Approve resolution recommending zoning code amendments to the Mayor and City Council. (*Allan Torstenson, 651/266-6579*)

**VII. Transportation Committee**

Red Rock Corridor Implementation Plan – Approve resolution recommending that the City Council approve a resolution expressing support for the Implementation Plan. (*Bill Dermody, 651/266-6617*)

**VIII. Comprehensive Planning Committee**

Ford Site: Proposed Public Realm and Zoning - Informational presentation on draft for community review. (*Merritt Clapp-Smith, and Mike Richardson, PED*)

**IX. Communications Committee**

Anne DeJoy  
Daniel Edgerton  
Kris Fredson  
Gene Gelgelu  
William Lindeke  
Kyle Makarios  
Melanie McMahon  
Kathy Mouacheupao  
Gaius Nelson  
Christopher Ochs  
Trevor Oliver  
Emily Shively  
Terri Thao  
Wendy Underwood  
David Wickiser

Planning Director  
Donna Drummond

**X. Task Force/Liaison Reports**

**XI. Old Business**

**XII. New Business**

**XIII. Adjournment**

Information on agenda items being considered by the Planning Commission and its committees can be found at [www.stpaul.gov/ped](http://www.stpaul.gov/ped), click on Planning.

Planning Commission Members: PLEASE call Sonja Butler, 651/266-6573, if unable to attend.

**Saint Paul Planning Commission &  
Heritage Preservation Commission**  
MASTER MEETING CALENDAR

**WEEK OF NOVEMBER 14-18, 2016**

|                                      |  |  |
|--------------------------------------|--|--|
| <u><b>Mon</b></u> <u><b>(14)</b></u> | <b>Community Meeting:</b><br><b>6:30 p.m. Ford Site Zoning &amp; Public Realm Plan</b><br><b>8:30 p.m. (Merritt Clapp-Smith, 651/266-654 or</b><br><b>Mike Richardson, 651/266-6621)</b> | <b>O'Shaughnessy Educational Center</b><br>University of St. Thomas<br>Saint Paul Campus |
|--------------------------------------|--|--|

Hear the ideas and provide feedback to help shape a final guiding Master Plan for adoption by the City in mid-2017.

|                                       |   |   |
|---------------------------------------|---|---|
| <u><b>Tues</b></u> <u><b>(15)</b></u> | <b>3:30- Comprehensive Planning Committee</b><br><b>5:00 p.m. (Merritt Clapp-Smith, 651/266-6547)</b> | <b>HAS BEEN CANCELED</b><br>25 Fourth Street West |
|---------------------------------------|---|---|

**Weds**      **(16)**

|  |   |  |
|--|---|--|
| <u><b>Thurs</b></u> <u><b>(17)</b></u> | <b>5:00 p.m. Heritage Preservation Commission</b> | <b>Room 40 City Hall</b><br>Lower Level<br>Enter building on 4 <sup>th</sup> Street<br>15 W. Kellogg Blvd. |
|--|---|--|

**New Business**

**214 Grotto Street South – Dr. Walter R. Ramsey House, National and State Register Historic Hill Districts** – Per Minn. Rule 4410.1600, review the published Environmental Assessment Worksheet (EAW) for the proposed partial demolition of the house. The HPC will submit their written comments to the Responsible Governmental Unit (RGU), City of Saint Paul, regarding the proposed project (*Boulware, 651/266-6715*)

**Staff Announcements**

Lowertown and Central Station Design Guidelines

Hill Historic Districts Resurvey

Hamline-Midway Neighborhood Survey

EAW Reviews – Upcoming

## Committees

St. Paul African American context Study (*Trimble*)

Nominating Committee (*Hill, Meller, Riehle*)

**Fri (18)**

**8:30- Planning Commission Meeting**  
**11:00 a.m.** (*Donna Drummond, 651/266-6556*)

**Room 40 City Hall**  
Conference Center  
15 Kellogg Blvd.

**Zoning..... SITE PLAN REVIEW** – List of current applications. (*Larry Zangs, 651/266-9082*)

### NEW BUSINESS

#16-091-649 The Lex (976 Concordia – Change of nonconforming use from private club to restaurant, private club, and meeting space. 976 Concordia Avenue, SE corner at Chatsworth. (*Tony Johnson, 651-266-6620*)

### **Neighborhood Planning**

**Committee.....** Outdoor Commercial Uses Zoning Study – Approve resolution recommending zoning code amendments to the Mayor and City Council. (*Tony Johnson, 651/266-6620*)

Sign Ordinance Amendment – Approve resolution recommending zoning code amendments to the Mayor and City Council. (*Tony Johnson, 651/266-6620*)

**Transportation Committee...** Red Rock Corridor Implementation Plan – Approve resolution recommending that the City Council approve a resolution expressing support for the Implementation Plan. (*Bill Dermody, 651/266-6617*)

### **Comprehensive Planning**

**Committee .....** Ford Site: Proposed Public Realm and Zoning – Informational presentation on draft for community review. (*Merritt Clapp-Smith, and Mike Richardson, PED*)

**Saint Paul Planning Commission  
City Hall Conference Center  
15 Kellogg Boulevard West**

**Minutes October 28, 2016**

A meeting of the Planning Commission of the City of Saint Paul was held Friday, October 28, 2016, at 8:30 a.m. in the Conference Center of City Hall.

**Commissioners Present:** Mmes. McMahon, Mouacheupao, Shively, Wencl; and Messrs. Edgerton, Fredson, Gelgelu, Lindeke, Makarios, Oliver, and Ward.

**Commissioners Absent:** Mmes. DeJoy, \*Merrigan, \*Reveal, \*Thao, \*Underwood, and Messrs. \*Nelson, Ochs, and \*Wickiser.

\*Excused

**Also Present:** Donna Drummond, Planning Director; Lucy Thompson, Allan Torstenson, Jake Reilly, Jamie Radel, Tony Johnson, and Sonja Butler, Department of Planning and Economic Development staff.

**I. Swearing in of a New Commissioner, Kathy Mouacheupao.**

New Planning Commission member Kathy Mouacheupao was sworn in by Nancy Homans, Mayor's Office.

**II. Approval of minutes September 2<sup>nd</sup> and September 30, 2016.**

**MOTION:** *Commissioner Makarios moved approval of the minutes of September 2, 2016. Commissioner Lindeke seconded the motion. The motion carried unanimously on a voice vote.*

**and**

**MOTION:** *Commissioner Makarios moved approval of the minutes of September 30, 2016. Commissioner Edgerton seconded the motion. The motion carried unanimously on a voice vote.*

**III. Chair's Announcements**

Chair Wencl had no announcements.

**IV. Planning Director's Announcements**

Donna Drummond reported that City Council passed a resolution referring a fairly minor sign ordinance amendment pertaining to wall signs to the Planning Commission for review and recommendation. It will be on the November 9 Neighborhood Committee agenda. The Planning Commission has been asked to provide a recommendation without a public hearing. The City

Council will start the readings and hold the public hearing.

Also, the Saint Paul Area Chamber of Commerce gave out leaders in local government awards last week. The Planning Division of PED won an award in the category of planning and zoning. We were especially noted for the planning work on the Green Line, Snelling Midway redevelopment site, and the Ford site.

**V. PUBLIC HEARING: Outdoor Commercial Uses Zoning Study – Item from the Neighborhood Planning Committee. (Tony Johnson, 651/266-6620)**

Chair Wencil announced that the Saint Paul Planning Commission was holding a public hearing on the Outdoor Commercial Uses Zoning Study. Notice of the public hearing was published in the Legal Ledger on October 13, 2016, and was mailed to the citywide Early Notification System list and other interested parties.

Tony Johnson, PED staff, said he had presented his staff report on September 2, and briefly touched on some of the key points. The study was initiated by the Planning Commission in 2015 in response to various issues and requests. The code is currently very restrictive about where outdoor commercial uses are permitted, and what constitutes an outdoor commercial use is not clearly defined. The proposed text amendments define commercial outdoor uses, provide an exemption for community festivals, and would require a conditional use permit for larger scale outdoor commercial uses. Requiring a conditional use permit would allow the planning commission to impose more specific conditions.

Chair Wencil read the rules of procedure for the public hearing. One person spoke.

Tina Volpe, Marketing Manager at Union Depot, 214 East 4<sup>th</sup> Street, Saint Paul, MN, spoke in support of the amendments on behalf of the Ramsey County Regional Railroad Authority for the Union Depot property. The Union Depot serves the region not only as a hub for transit and transportation, but also as a hub for activities and events drawing visitors to the city. As a primary event center in Saint Paul, they are continuing to look for ways to contribute to the growth and vibrancy of Lowertown, including greater activation of outdoor venues. They believe this change to the text for outdoor commercial uses will allow them to attract new and different types of events and offerings that will benefit everyone from the local businesses and their employees to downtown residence and visitors. This change expands the options for them and supports the vision for the 4<sup>th</sup> Street market district for vitality and economic development in downtown Saint Paul.

**MOTION: Commissioner Shively moved to close the public hearing, leave the record open for written testimony until 4:30 p.m. on Monday, October 31, 2016, and to refer the matter back to the Neighborhood Planning Committee for review and recommendation. Commissioner McMahon seconded the motion. The motion carried unanimously on a voice vote.**

**VI. Zoning Committee**

**SITE PLAN REVIEW** – List of current applications. (Larry Zangs, 651/266-9082)

Three items came before the Site Plan Review Committee on Tuesday, October 25, 2016:

- Shiloh Missionary Baptist Church – Building addition at 501 Lawson Street. Steven Daniels – Shiloh Baptist Church SPR#16-085708
- Horace Mann School – School addition, parking and stormwater at 2001 Eleanor Avenue. Kelly Wilcox – SPPS SPR#16-086028
- Highland Park Elementary – School addition parking and stormwater at 1700 Saunders Avenue. Kelly Wilcox-SPPS SPR#16-086282

One item to come before the Site Plan Review Committee on Tuesday, November 1, 2016:

- Hmong Academy – School addition, remodeling, sports dome at 1515 Brewster. Pao Yang – Hmong Education Reform Company SPR #16-090454

## **NEW BUSINESS**

#16-085-721 Schurmeier Lofts LLC – Rezone from I1 Industrial to B5 Central Business-Service District. 328-330 9<sup>th</sup> Street East, SW corner at Pine. (*Jake Reilly, 651/266-6618*)

***MOTION: Commissioner Edgerton moved the Zoning Committee’s recommendation to approve the rezoning. The motion carried unanimously on a voice vote.***

#16-085-666 Residence Inn-Grand Avenue – Conditional use permit for building height of 45 ft., providing for a 55 ft. height for portions of the building setback more than 10 ft. from setback lines. 200 Grand Avenue, between Smith and Leech. (*Lucy Thompson, 651/266-6578*)

***MOTION: Commissioner Edgerton moved the Zoning Committee’s recommendation to approve the conditional use permit subject to additional conditions. The motion carried unanimously on a voice vote.***

#16-064-562 St. Paul Tennis Club – Conditional use permit for replacement of existing clubhouse and pool facilities. 1055 Osceola Avenue, between Oxford and Lexington Pkwy. (*Jamie Radel, 651/266-6614*)

***MOTION: Commissioner Edgerton moved the Zoning Committee’s recommendation to approve the conditional use permit subject to additional conditions. The motion carried unanimously on a voice vote.***

#16-085-577 Jim Seabold – Appeal of a Planning Administrator denial of a proposed lot split. 661 Orange Avenue West, between Maywood and St. Albans. (*Josh Williams, 651/266-6659*)

Commissioner Ward said that the zoning on this is R3, and dedicating the alley would make the proposed new lot too narrow.

Commissioner Edgerton said that is why the applicant asked not to be required to provide the alley. The lot is big enough to split, even with the alley, except for the location of the current house.

Commissioner Ward noted other nearby situations where the alley does not go through, said there are utilities are in front of the lot, and asked if that had been discussed.

Commissioner Edgerton that had been part of the committee discussion. This is an area where some development took place before there were alleys. The question is whether to complete alleys over time as there is redevelopment.

Commissioner Ward said he thought this alley would never be completed.

**MOTION:** *Commissioner Edgerton moved the Zoning Committee's recommendation to deny the appeal. The motion carried 9-1 (Ward) on a voice vote.*

Commissioner Edgerton announced that the next Zoning Committee meeting is on Thursday, November 10, 2016.

**VII. Capital Improvement Budget: Process Changes and Funding Outlook** – Informational presentation by Daley Lehmann, Budget Analyst, Office of Financial Services.

Daley Lehmann, Budget Analyst with the Office of Financial Services gave a power point presentation which can be seen on the web page at: <http://www.stpaul.gov/planningcommission>.

Commissioner Lindeke said that one of his frustrations with the CIB process is that people are supposed to be evaluating and ranking things that are very unlike each other in terms of scale and type. Then there is the issue of balancing capital maintenance needs, like replacement of a \$20M bridge, with new, smaller scale neighborhood level projects.

Mr. Lehmann said they have heard this comment before, that the process is pitting small community projects against something like a police station, and how do you gage that? As part of this CIB reevaluation process they are considering the best ways to do this going forward. Should funds be set aside by category, such as public safety versus parks, etc.? They are evaluating lots of possible funding programs going forward.

Commissioner McMahon asked about maintenance versus new construction. She appreciates the focus on maintenance. Is there any consideration to separating out maintenance funding as an entirely different thing?

Mr. Lehmann said the City already sets aside \$1.5 million every year just for maintenance. They will evaluate whether that should be increased, but the plan is to have at least \$1.5 million every year going forward. It is a priority for the City to maintain what it owns.

Chair Wencil said that Mr. Lehmann mentioned the community development corporations (CDCs) and that there would be two meetings.

Mr. Lehmann said all the applications are due in March for use of federal Community Development Block Grants (CDBG). The CIB Committee will evaluate the proposals from CDCs or anything that has to do with CDBG funding. Those applying for CDBG funds will make their presentations to the CIB Committee. The staff will be doing more education for the CIB Committee on eligible uses of the funds in one meeting and then project proposers will make presentations on their applications in another meeting.



**VIII. Comprehensive Planning Committee**

No report, and the last meeting on October 25<sup>th</sup> was canceled.

**VI. Neighborhood Planning Committee**

Commissioner McMahon reported that at the last meeting staff provided an update on the Short Term Rentals study. A task force or working group will be formed soon.

Chair Wencil said that she and Commissioner DeJoy will be on that task force and the possible meetings dates are the end of November and December, so it will not get back to the Planning Commission for a while.

Donna Drummond, Planning Director, added that this is a joint study with the Department of Safety and Inspections. The study will be looking at changes to both licensing and zoning and it will be the zoning piece that comes to the Planning Commission for recommendation.

The next Neighborhood Planning Committee meeting is on Wednesday, November 9, 2016.

**VII. Transportation Committee**

Commissioner Lindeke announced that their next meeting will be on Monday, November 7, 2016.

**VIII. Communications Committee**

No report.

**IX. Task Force/Liaison Reports**

Commissioner Makarios announced things are going to get moving again on the Ford site. A big community meeting is planned on Monday, November 14<sup>th</sup> at the O'Shaughnessy Educational Center at the University of St. Thomas campus. The proposed public realm plan and zoning for the Ford site will be presented including type and scale of housing, retail and jobs on the site and potential layout of streets, trails, open space and infrastructure. The task force will meet prior to that in a work session to make sure they are up to speed on how they can participate in the public meeting.

**X. Old Business**

None.

**XI. New Business**

None.

**XII. Adjournment**

Meeting adjourned at 9:31 a.m.

Recorded and prepared by  
Sonja Butler, Planning Commission Secretary  
Planning and Economic Development Department,  
City of Saint Paul

Respectfully submitted,



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Donna Drummond  
Planning Director

Approved \_\_\_\_\_  
(Date)

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Daniel Ward II  
Secretary of the Planning Commission



CITY OF SAINT PAUL  
Christopher B. Coleman, Mayor

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## SITE PLAN REVIEW COMMITTEE MEETING Tuesday, November 15, 2016

**Saint Paul Department of Safety and Inspections  
375 Jackson Street, 2nd Floor Conference Room**

| <u>Time</u> | <u>Project Name and Location</u>  |
|-------------|---|
| 9:00        | St Anthony Park Elementary School<br>2180 Knapp St<br>Building addition, remodeling, landscape and stormwater<br>Todd Larson – SPPS<br>SPR #16-094078 |
| 10:30       | West Side Flats<br>81 Livingston Ave<br>Phase 3 Development<br>Will Anderson - Sherman Associates<br>SPR #15-031101                                   |

### **Applicants should attend the Site Plan Review meeting.**

At the Site Plan Review meeting applicants will discuss their project site plan with Saint Paul's Site Plan Review Committee. The Committee includes City staff from Zoning, Planning, Traffic, Sewers, Water, Public Works, Fire Inspections, Forestry and Parks.

The purpose of the meeting is to coordinate Site Plan Review feedback across City departments.

- Applicants are encouraged to bring the project engineer, architect, and/or contractor to handle technical questions.
- Site plan application and documents were routed for City staff review prior to the meeting.
- City staff will provide comments and ask questions based on review of the site plan.
- At the end of the meeting a decision will be made whether the site plan can be approved as submitted or if revisions are required.
- City staff will document site plan comments in a letter to be emailed to the applicant.

### **Location and Parking:**

The meeting room is at 375 Jackson Street on the 2<sup>nd</sup> floor, skyway level, to your left as you exit the elevator.

A few free parking spaces are available in the DSI visitor parking lot off of 6<sup>th</sup> Street at Jackson. On-street parking meters are also available. The closest parking ramp is on Jackson one block south between 4<sup>th</sup> and 5<sup>th</sup> Street.

Contact Tia Anderson (651-266-9086 [tia.anderson@ci.stpaul.mn.us](mailto:tia.anderson@ci.stpaul.mn.us)) or Larry Zangs (651-266-9082 [larry.zangs@ci.stpaul.mn.us](mailto:larry.zangs@ci.stpaul.mn.us)) if you have questions.



FOR THE FULL ZONING COMMITTEE **AGENDA** and **SUMMARY**

of this packet go to the link below:

**<http://www.stpaul.gov/planningcommission>**

Thank you

Sonja Butler

Planning Commission Secretary/Office Assistant IV

1400 City Hall Annex

25 Fourth Street West

Saint Paul, MN 55102

651-266-6573

